

REQUEST FOR COUNCIL ACTION

SUBJECT: Declare City property as surplus, and authorize Approve the declaration of the attached lists of items as surplus property, and authorize the disposition

SUMMARY: From time to time, City Departments may have a need to have unusable, obsolete, irreparable or no longer of any value to the City declared surplus by the City Council. If determined unusable by the City, items may be turned over to propertyroom.com, with which the City has a contract. Per that contract, propertyroom.com would log and track all items turned over to them and the items would then be sold to the public. The City would receive funds in return, with the amount to receive being undetermined at this time.

FISCAL


IMPACT: The items declared surplus may be sold or discarded with proceeds, if any, deposited in the General Fund.

MOTION RECOMMENDED:

"I move to approve Resolution 15- 129 , declaring items from various City Departments that are no longer of any value or use as surplus property, and authorize the disposition."

Roll Call vote required

Prepared by:


Melanie S. Briggs
City Clerk

Recommended by:


Bryce Haderlie
Interim City Manager

BACKGROUND DISCUSSION:

Section 3-1-14 of the City of West Jordan Municipal Code outlines the procedures for declaring surplus process:

3-1-14: SURPLUS PROPERTY:

- A. Declaration Of Surplus Required: No city owned property, except such items as are consumed in their use for official city business and as described in subsection E of this section, shall be disposed of or released to ownership, unless such property has been declared surplus by the city council.
- B. Notification Requirements: Whenever city property is surplus, unused, obsolete, unsuitable or otherwise no longer needed, the department head having control of such property shall notify the city manager. The city manager shall notify other city departments of the availability of such property. The city manager shall supervise the transfer of such property to the department requesting the property. If the property is obsolete or unsuitable for public use, the property shall be disposed of in accordance with this section.
- C. Sale Of Property Permitted: When necessary, the city manager or his designee shall prepare and present a listing to the city council of all city owned property which is obsolete, unsuitable for use and which should be declared surplus. After the city council has declared the property to be surplus, the property may be sold at an auction to the highest bidder. Such sale may be, in the discretion of the city manager, at public auction or by sealed bid.
- D. Notice Requirements For Auction Or Bid Opening: Notice of such public auction or invitation for sealed bids shall be published at least once in a newspaper of general circulation in the city at least ten (10) days but not earlier than thirty (30) days prior to such auction or opening of bids. The notice shall describe the property to be sold, the terms of sale and the place and time of such auction or bid opening. The city manager or his designee shall be responsible for conducting such public auction or bid opening. The city manager shall have the right to reject all bids.
- E. Unsold Property: If the surplus item is subjected to sale to the highest bidder at public auction and remains unsold, the city manager may sell the surplus item to any person for such price as the city manager deems appropriate or may dispose of as the city manager shall direct.

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 15-129

A RESOLUTION TO DECLARE CITY PROPERTY AS SURPLUS AND AUTHORIZE THE DISPOSITION AND SALE OF ITEMS

WHEREAS, from time to time City Departments have items within their departments that are no longer of use and must surplus the items for disposition; and

WHEREAS, the Administration, Facilities, Fleet, IT, and Public Works Departments have determined that certain items are unusable and request City Council approval declaring the items surplus; and

WHEREAS, pursuant to West Jordan Municipal Code 3-1-14, the City Council must declare any City property surplus prior to disposal, and authorize the sale of said equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THAT:

Section 1. The City Council declares the list of items attached as surplus property, and authorizes the sale of said equipment:

Section 2. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this 8th day of July 2015

KIM V. ROLFE
Mayor

ATTEST:

MELANIE S. BRIGGS, MMC
City Clerk

Voting by the City Council	"AYE"	"NAY"
Council Member Jeff Haaga	_____	_____
Council Member Judy Hansen	_____	_____
Council Member Chris McConnehey	_____	_____
Council Member Chad Nichols	_____	_____
Council Member Ben Southworth	_____	_____
Council Member Sophie Rice	_____	_____
Mayor Kim V. Rolfe	_____	_____

FACILITITES SURPLUS PROPERTY:

True Refrigerator from the Rodeo Arena Concession area

Fleet

Carol Herman

From: Melanie Briggs
Sent: Wednesday, July 01, 2015 6:48 AM
To: Carol Herman
Subject: Fwd: Surplus Items
Attachments: ATT00001.htm; Ben Roueche.vcf; ATT00002.htm

Please print and add to surplus staff report

Have a great day,
Melanie

Sent from my iPad

Begin forwarded message:

From: Ben Roueche <benr@wjordan.com>
Date: June 30, 2015 at 3:19:01 PM MDT
To: Melanie Briggs <MelanieB@wjordan.com>
Cc: Jim Riding <jimr@wjordan.com>, Todd Mansfield <toddma@wjordan.com>
Subject: Surplus Items

Melanie,

Please add the following items to the surplus list for the upcoming city council meeting:

T01 – Flatbed Trailer, Built in-house, Used by Streets
T02 – Flatbed Skidsteer Trailer, Built in-house, Used by Streets
E05131 – 2005 Stihl WeedEater FS280K, S/N 266090733, Used by Parks

Thank you!

IT Department

<u>PROPERTY</u>	<u>MODEL</u>	<u>SERIAL NUMBER</u>	<u>STATUS</u>
N/A	CF-51LCMDDBM	6ATYA79177	HD WIPED
N/A	CF-51LCMDDBM	6ATYA79036	HD WIPED
	4957 CF-51LCMDDBM	6DTYA86396	HD WIPED
	4510 VIEWSONIC VE175b	A2L034400151	
	4511 VIEWSONIC VE175b	A2L034400224	
N/A	HP 1740	CNP501B3C2	
	4862 HP 1740	CNP535BB5Y	
	4863 HP 1740	CNP539B4CQ	
	4757 HP 1740	CNK51807RR	
	4986 HP 1740	CND551086J	
	HP 1740	CNP529K33F	
	4861 HP 1740	CNP538K131	
	5049 HP 1740	CNC6351KL5	
	4782 HP 1740	CNP521KJJD	
	5164 DELL PRECISION 490	9846RD1	HD WIPED
	5181 DELL OPTIPLEX 745	DBZ7WD1	NO HD WON'T POST
	5589 DELL OPTIPLEX 780	CD8NVL1	HD WIPED
	5241 CF-52CCABXBM	7KTYA23617	HD WIPED
	4795 CF-51LCMDDBM	5GTYA51192	HD WIPED
	4535 CF-50F1FGUDM	3LYUA09169	HD WIPED
	5376 CF-52CCABXBM	8ATYA35482	HD WIPED
	5348 CF-51LCMDDBM	6ATYA77391	HD WIPED
	5263 CF-52CCABXBM	7LTYB29537	HD WIPED
N/A	CF-51RCLDFBM	6JTYA15983	HD WIPED
	5058 CF-51RCLDFBM	6LTYA26833	HD WIPED
	5392 DELL ATG D-630	3BXDBG1	HD WIPED
	5403 DELL ATG D-630	CZKXGG1	HD WIPED
	5513 DELL E-6400 ATG	5VT2WJ1	HD WIPED
	5562 DELL E-6400 ATG	BBV7ZK1	HD WIPED
D-5110	DELL E-6400 ATG	CVKGLJ1	HD WIPED
	5490 DELL E-6400 ATG	6VKGLJ1	HD WIPED
	5213 DELL LATITUDE D-830	J7TN0F1	HD WIPED
	4618 HP 1730	CNP430V0V6	

	5184 DELL 1908	CN-OUW042-64180-79M-OPFL	
	5306 DELL 1908	CN-OUW042-64180-82B-3N6U	
	5071 DELL 1908	CN-ODC323-71618-71G-AJBM	
	5516 DELL 1908	CN-ODY840-74261-84M-26HA	
N/A	DELL 1908	CN-OUW042-64180-739-39DL	
	5264 DELL 1908	CN-OGP004-72872-7BD-1UKS	
	5357 DELL 1908	CN-ODY840-74261-83T-523L	
	5188 DELL 1908	CN-OUW042-64180-79P-212H	
	5214 DELL 1908	CN-OFP182-71618-7AF-RK1F	
G-5120	DELL 1908	CN-OFP816-46633-72S-1TVU	
	5199 DELL 1908	CN-OFP182-71618-7A6-REC4	
	5162 DELL 1908	CN-OFP182-71618-78K-GAX8	
	5212 DELL 1908	CN-OFP182-71618-7A6-RGAK	
	5163 DELL 1908	CN-OFP182-71618-78K-GAWE	
	4177 NEC LCD 1530V	1800618IA	
	4175 NEC LCD 1530V	1800624IA	
	4546 VIEWSONIC VE155b	`917040502220	
	4554 VIEWSONIC VE175B	`A2L040851428	
	4497 VIEWSONIC VE175B	A1G031901127	
	4265 NEC LCD 1530V	1Y09058IA	
	4393 VIEWSONIC VE500	`910038633975	
	5019 HP 1740	CNC6171336	
	4641 HP 1740	CNP430V0V9	
	4411 VIEWSONIC VE700	A18081435683	
	5068 DELL LATITUDE D-420	D6KMNC1	
	4797 CF-51LCMDDBM	5FTYA50355	HD WIPED
N/A	CF-19KHRAG2M	9LKYA34793	HD WIPED
N/A	CF-19KHRAG2B	0BKYA49720	HD WIPED
N/A	CF-19KHRAG2B	0BKYA49621	HD WIPED
N/A	CF-19KHRAG2B	0BKYA49717	HD WIPED
N/A	CF-19KHRAG2B	0BKYA49569	HD WIPED
	5151 OPTIPLEX 745	F08JHD1	HD WIPED
	5174 OPTIPLEX 745	5TC8QD1	HD WIPED
	5575 OPTIPLEX 760	8D8NVL1	HD WIPED

N/A	OPTIPLEX 780	JGFFLJ1	HD WIPED
	4586 HP D530CMT	2UB427019H	HD WIPED
	4429 HP D530CMT	2UB332001H	HD WIPED
	4608 HP D530CMT	MXL43402HH	HD WIPED
	4645 HP D530CMT	MXL43404NW	HD WIPED
	4714 HP D530CMT	2UB440084G	HD WIPED
	4781 HP 7100CMT	2UB53107DJ	HD WIPED
N/A	OPTIPLEX 745	8CY7XC1	HD WIPED
	5412 OPTIPLEX 755	DJ9R3F1	HD WIPED
	5230 OPTIPLEX 755	1W98BG1	HD WIPED
	5559 OPTIPLEX 760	9XLZYK1	HD WIPED
	5327 OPTIPLEX 755	7NJ72G1	HD WIPED
	5328 OPTIPLEX 755	2NJ72G1	HD WIPED
	5197 OPTIPLEX 745	6ZQ3ZD1	HD WIPED
N/A	HP D530CMT	MXL43402KL	HD WIPED
N/A	HP D530CMT	MXL43402HY	HD WIPED
N/A	HP 7100CMT	2UB523063Y	HD WIPED
N/A	HP 7600CMT	2UB5420GDP	HD WIPED
	3156 HP VECTRA	US92303307	HD WIPED
	5196 OPTIPLEX 745	JZQ3ZD1	HD WIPED
	5326 OPTIPLEX 755	HMJ72G1	HD WIPED
N/A	OPTIPLEX 760	3HFFLJ1	HD WIPED
N/A	IPAD 1PMD786LL/A	DMPM901MFK11	WATER DAMAGE DEAD
	5088 DELL 1908	CN-ODY840-46633-72E-OJAU	
	5415 OPTIPLEX 755	JV98BG1	HD WIPED
N/A	DELL PROSX DOCK	`2169337400827	
N/A	CF-VEB511	6CTSA06117	
N/A	CF-VEB521	8FTYA04422	
N/A	CF-VEB511	5HTSA03842	
N/A	CF-VEB521M	7KTYA03074	
N/A	CF-VEB522M	1DTSB17504	
N/A	CF-VEB521M	7JTYA02454	
	4515 CF-50GAKUUDM	3LYUA10203	HD WIPED
	4786 CF-51LCMDDBM	5FTYA49764	HD WIPED

	5428 DELL LATITUDE D-630 ATG	9ZKXGG1	HD WIPED
N/A	OPTIPLEX 760	8WLZYK1	HD WIPED
N/A	HP 7100CMT	2UA5210D0M	HD WIPED
Qty. 6	MOUSE	N/A	
Qty. 18	KEYBOARD	N/A	
	5245 CF-52CCABXBM	7LTYA30756	
N/A	CF-52CCABXBM	7ITYA08907	
	5378 DELL 1908	CN0R289D7161884GEUDU	
	5655 XEROX DOCUMATE 3115	06ECU30168	
	5656 XEROX DOCUMATE 3115	06ECU30153	
	5332 OPTIPLEX 755	1MJ72G1	
	5417 DELL 1908	CN0DY8407426184M26MA	
N/A	CF-53SSLZYLM	3HTSA05104	WATER DAMAGE DEAD
N/A	Motorola Droid X2 Cell Phones		14
n/a	Motorola Flip Phone V860		2
n/a	Motorola Gzone Fip Phone		9
n/a	Samsung Flip Phoes		8
n/a	Verizon Wireless Mifi's		41
N/A	Iphone 4		1
N/A	iphone 5		8
N/A	Nokia Smart Phone		3
N/A	SamsungGalaxy s6		1
N/A	Sharp AR-M700 Copier	55010012	

Public Works

Melanie Briggs

From: Cheri George
Sent: Wednesday, June 24, 2015 4:32 PM
To: Melanie Briggs
Subject: RE: July 8 CC mtg

Melanie,

We have 3 desk chairs to add to the surplus property. Do you need descriptions?

Cheri George

Executive Assistant

Public Works

(801) 569-5091

cherig@wjordan.com

From: Melanie Briggs

Sent: Wednesday, June 24, 2015 3:59 PM

To: Department Heads; Arlene Farley; Bonnie Cullimore; Brandy Jamison; Cheri George; Julie Davis; Kelly Jarvis; Kristy Kuhn; Lera Johnson; Shelley Thomas; Susan Cahoon; Tangee Sloan; Anna Yu; Ben Roueche; Carol Herman; Clint Petersen; Craig Frisbee; Darien Alcorn; David Clemence; David Murphy; David Zobell; Eric Okerlund; Greg Davenport; Greg Mikolash; Jamie Vincent; Jeremy Olsen; Jim Riding; Julie Brown; Justin Stoker; Kim Wells; Larry Gardner; Loretta Grundvig; LuAnn Allie; Marsha Lancaster; Maureen M. Casper; Michael Oliver; Nannette Larsen; Paul Brockbank; Paul Coates; Ray McCandless; Reed Scharman; Robert Thorup; Roger Payne; Steve Glain; Steve Holmes; Tim Peters; Todd Mansfield

Subject: July 8 CC mtg

I will have an item on the July 8 Council meeting for surplus property. If you have anything that needs to be surplus, please email me a list not later than next Tuesday, June 30.

Melanie S Briggs, MMC
City Clerk
801.569.5117
melanieb@wjordan.com



Public Works/Parks

Surplus List 7-8-2015

Play structures to be surplusd due to being replaced

Bicentennial park play structure

Beargrass Park play structure

Browns Meadow play structure.

Dixie Valley Park play structure

Harvest Estates play structure

Lobelia Parks play structure

Meadow green Park play structure.

Teton Estates play structure

Veterans memorial play structure (2200 west)

Camelot Park-Play system

Constitution Park-Play system

Dora Lee Park-Play system

Jordan Meadows-Play system

Lindsay Estates- Play system

McHeather Park play system (2)

Shadow mountain park play system

Vista West Park- play system.

Veterans Memorial park-play system

Soccer complex flowtronex pump station –(Pump station is being replaced with new pump station)

Veteran's Memorial Pump station-(Pump station is being replaced with a new pump station)